

Greenville County Workforce Development Board (GCWDB) Zoom Meeting
Wednesday, March 9, 2022, 11:30 a.m.

Join Zoom Meeting

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Meeting ID: 813 1825 5658

Passcode: 091340

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AGENDA

I. Welcome and Call to Order

Ms. Robyn Knox, Chair

II. Quorum Validation (10 or more)

Ms. Knox

III. Minutes Approval (January 12, 2022)*

IV. Spotlight of the Month

V. Director's Report

Dean E. Jones, GCWDB Director

1. Financial Status Report
2. *Contract Modification**
3. *PY21 Transfer of Funds from Dislocated Worker to Adult**
4. Retreat Meeting
5. SETA
6. MOU-IFA Negotiation

VI. Contractor Status Reports

1. Eckerd Connects – Amanda Mason, Program Manager
2. Equus Workforce Solutions – Nikki Burgess, Project Director

VII. Other Business

VIII. Adjourn

**Denotes an action item*

**Greenville County Workforce Development Board Meeting (GCWDB)
Wednesday, January 12, 2022
Zoom Meeting**

MINUTES

Members Present: Chandler Duggan, Craig Kinley, Robyn Knox (Chair), Patrick Michaels, Larry Miller, Jared Mogan, Michael Panasko, Kelly Shumaker, Charles Smith, Kathy Stanton, Scott Stoller, David Turnipseed, Robert Valenca, and Ben Waldrop

Members Absent: Kathy Edwards, Scott Sheinbaum, and Michael Thorne

GCWDB Staff and Contractor Staff Present: Eva Anagnostis, Shelia Harper, Dean Jones, Angela Smith, Adam Lindsley, Rochelle Brown, Nikki Burgess, and Amanda Mason

Guest/Visitors: Melissa Rodgers (SCDEW), Stephen Shelato (Employee Ownership & Co-op Developer), Jim Smith (Kinetic Potential), Shan Smith (Good Sense Automation), and John Serpa (TPM)

- I. **Welcome and Call to Order:** Chair Knox welcomed everyone to the meeting, and the meeting was called to order at 11:31 a.m. A round of introductions was performed with everyone on the call. We had several new Board members and guests in attendance.
- II. **Quorum Validation (9 or more):** A quorum was validated.
- III. **Minutes Approval (September 8, 2021 and November 10, 2021)*:** Both sets of minutes were approved as submitted.
- IV. **Director's Report (Mr. Dean E. Jones, GCWDB Director)**
 1. **Employment Information:** Mr. Jones provided a Labor Market Information and Unemployment update. The UI rate has remained the same for the most recent two months. Labor force numbers have increased. We are continuing to receive business closure notifications, but not in large numbers. Customer visits for November and December were 753 and 662 respectively.
 2. **WIOA Program Status Reports (Financial, Program Activities):** Mr. Jones reviewed the Financial Status Report. PY20 funds are spent at over 94%. The remaining funds are already obligated, so we will spend 100% of PY20 funds soon. We have spent roughly 13% of PY21 funds. Mr. Jones shared the most recent performance report information. We are currently not passing two of the five measures for the most recent quarter, so we will keep an eye on those and provide technical assistance, as needed. We are happy to have received some great success stories from our providers recently.
 3. **Board Communications:** Mr. Jones informed the Board that we are currently looking at purchasing a portal to centralize all of our meeting documents, RSVPs, etc. Once we find a program that fits our needs, we will make sure to provide necessary training to use it.
 4. **Virtual Meetings:** Mr. Jones shared our efforts to make virtual meetings as robust an experience as possible. We will be looking for programs and equipment to assist.
- V. **Contractor Status Reports:**
 1. **Eckerd Connects (Ms. Amanda Mason, Program Manager):** Ms. Mason provided a program update for PY21. She shared some small victories with success stories from participants with which they have been

working. Ms. Mason shared information about enrollments, participants served, GED Occupations Skills Training, credentials earned, Work Experience participation, and performance information. They have had a number of successful outreach strategies including: monthly WEX newsletter, hosting a WEX Open House, SC Works event participation, Open House at Sullivan LifeLong Learning, community events at Phillis Wheatley Community Center, and graduation events at GLA.

2. **Equus Workforce Solutions (Ms. Nikki Burgess, Project Director):** Ms. Burgess shared an update on the Adult/DW program for PY21. Her report covered some challenges this year, including low WIOA program participation, DW recruitment, full employment, and lack of skill requirements from employers. She discussed some changes that have happened including the programs that have been removed from the ETPL due to DOL reporting requirements, the Regional Work Based Learning Coordinator that has been added, and the newly launched Action Plan. Last, Ms. Burgess shared some participation/financial data, including workshop attendance, work-based learning, and spending goals/actual spending.

- VI. **Recommendation to Amend the Bylaws, Article V, #3 – Terms of Office*:** Mr. Jones reminded the Board of the email he sent out to notify members of this voting item. The timing of our normal procedures have fluctuated a bit due to the pandemic. Recently, our Vice Chair seat became vacant when Mr. Larry Pitts retired. Our program years run from July 1 – June 30, which means that our staff are very busy during those transition times. Mr. Jones is making a staff recommendation to amend the bylaws to move our Election of Officers to occur on a calendar year basis instead of a program year. The exact Amendment Recommendation is as follows:

Article V - 3. Terms of Office. The terms of office of the Chairperson, Vice-Chairperson shall run the course of two consecutive ~~program~~ calendar years from ~~July~~ January 1 to ~~June~~ December 30¹. The Chairperson and Vice-Chairperson shall hold office until their successors shall have been duly appointed, or until their earlier resignation, removal of office, death or incapacity.

There was a motion to approve and a second. Motion passed without opposition. Mr. Jones will send out more information about the election via email. We plan to have the election completed by the end of the month.

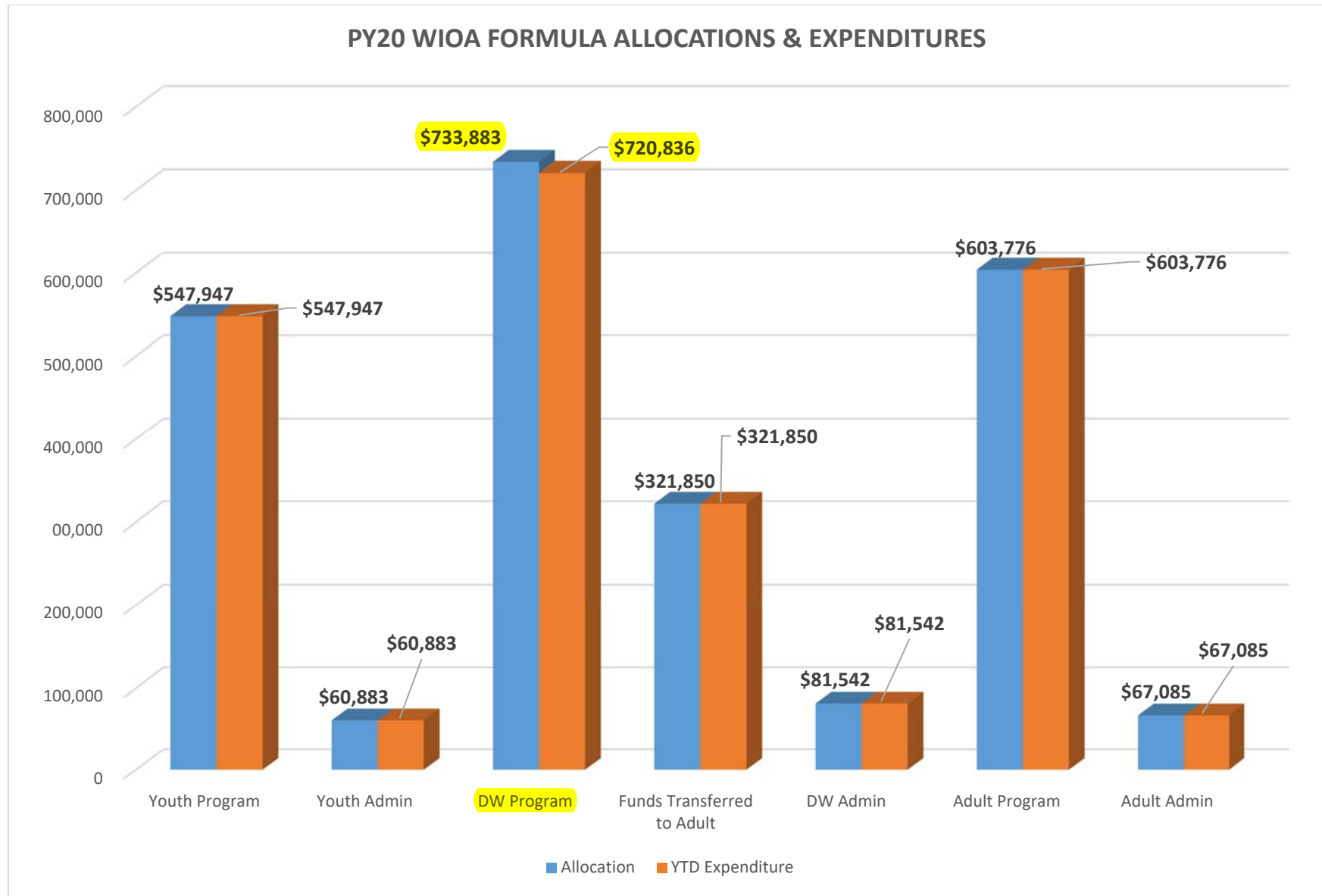
- VII. **Other Business:** Mr. Mike Panasko brought up the recent 60 Minute report. The national storyline was predominately about Greenville. Board members shared that they were glad to see the coverage on Greenville and that the piece spoke to all the growth we have seen in Greenville. One concern was about the flexibility a lot of our bigger industries can allow due to their nature. Further discussion was had about employers struggling to find the right balance in this area.

- VIII. **Adjourn:** Being there was no other business, the meeting was adjourned at 12:39 p.m.

* Denotes an action item for GCWDB or Executive Committee Approval

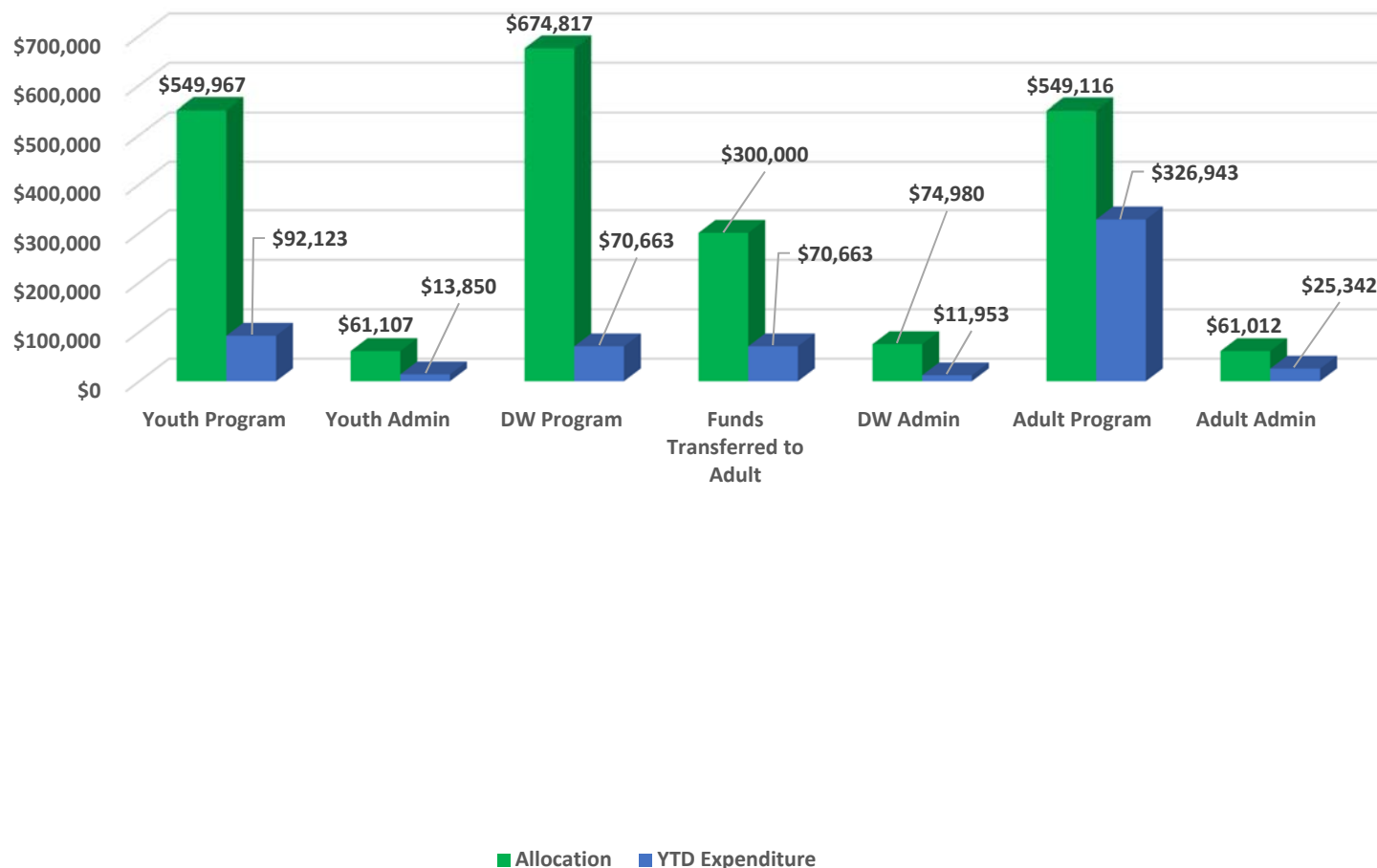
**Denotes Executive Committee has authorized Director to Proceed

This report reflects the total expenditures of last year's WIOA allocation (PY20). We have 2 years to spend annual allocations and 100% expenditure is required at the end of year 2. With the exception of a small DW balance, all funds have been fully expended.

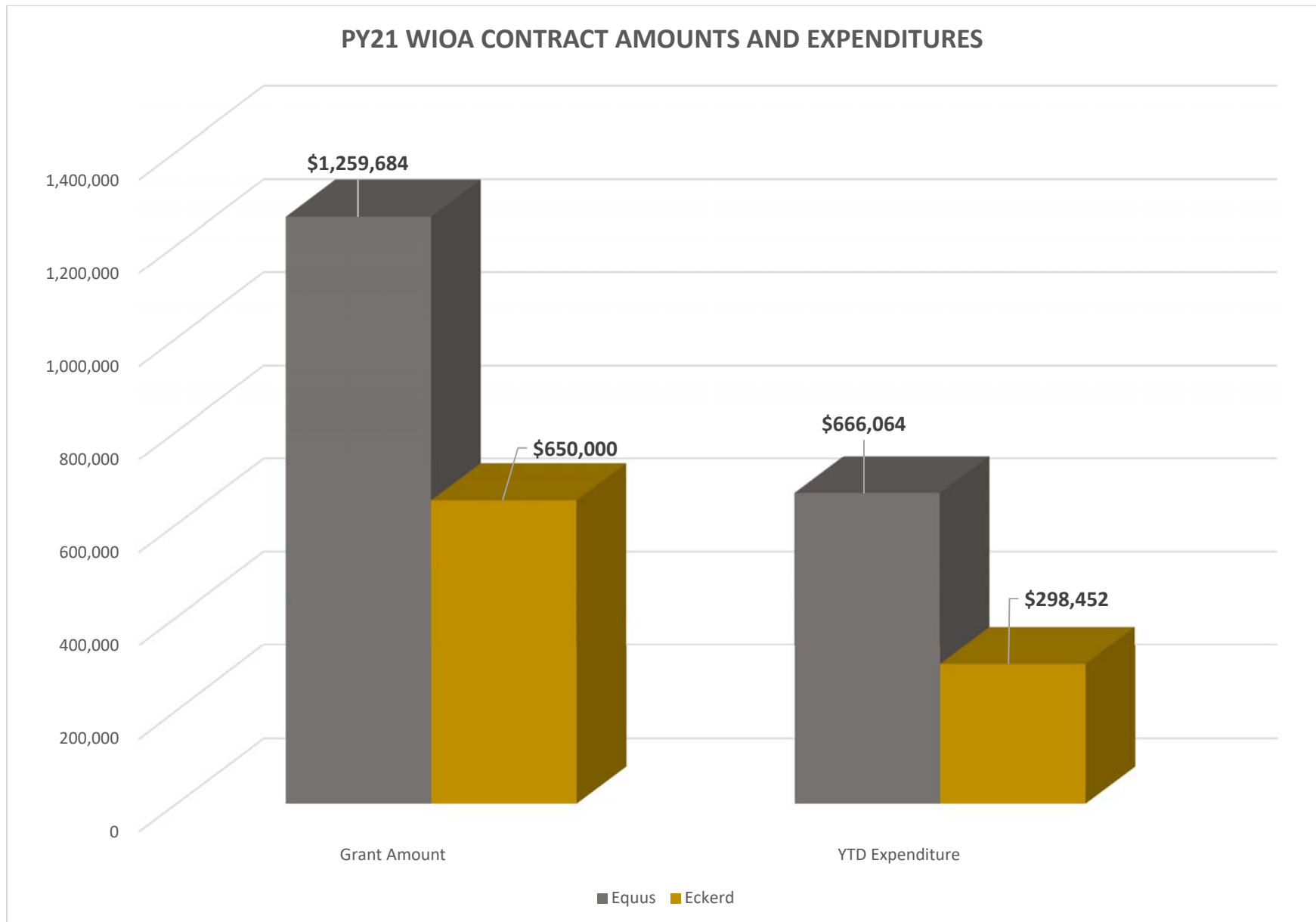


This report reflects the total expenditure of the PY21 WIOA Allocations. We have 2 years to spend the funds but must report a 70% expenditure rate at the end of year 1. We are on target with expenditures except for the Dislocated Worker (DW) program. As of February 28, 2022, our DW expenditure rate of 16% and we should have been at 47%. Plans are being made to increase the amount of transfers from DW to the Adult program and to increase the Adult program budget in order to continue enrolling Adult customers.

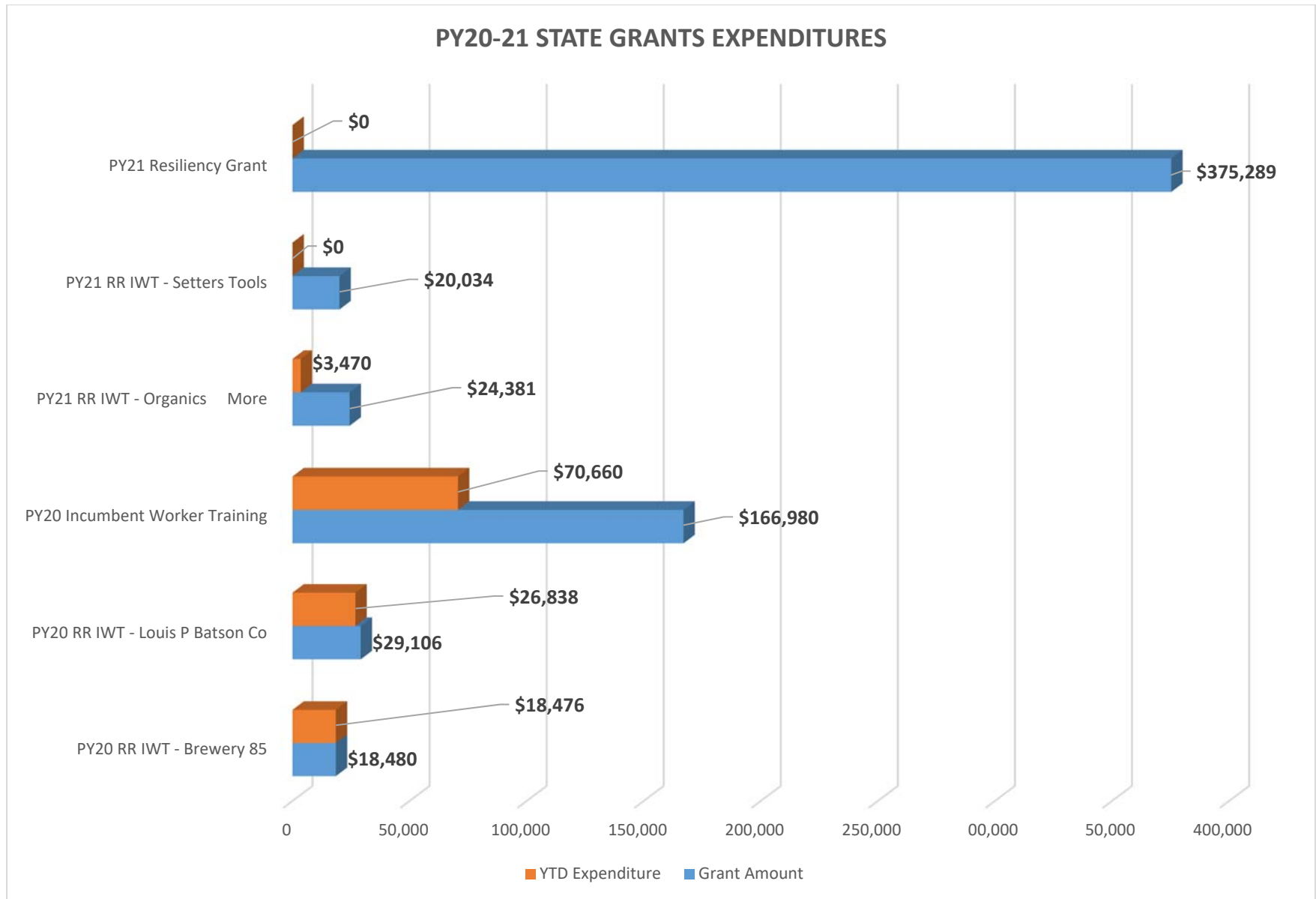
PY21 WIOA FORMULA ALLOCATIONS & EXPENDITURES



This report reflects the total expenditures of the WIOA Contracts. Equus provides daily management of the SC Works Center at McAlister Square, business solutions, and operates the WIOA Adult and Dislocated Worker programs. Eckerd operates the WIOA Youth program.



This report reflects the total expenditure of PY20 and PY21 State Grants. The Resiliency Grant was recently awarded in February 2022 and reports no expenditures to date. The RR IWT are Rapid Response Incumbent Worker Program grant funds that have been awarded to businesses in order to avert potential layoffs/closures. The PY20 Incumbent Worker Training are state grant funds awarded via an application process to local businesses to assist with employee training.



PY21 Equus Workforce Solutions Contract Modification #3
Staff Recommendation

The original PY21 Equus Workforce Solutions contract was approved for a total of \$1,059,683.97. In October, an additional \$200,000 was added to their contract for Modification #1. After reviewing our financial reports, we determined there are unobligated funds we can put towards the Adult/Dislocated Worker contract to increase our expenditures. Staff is recommending we use up to \$100,000 of unobligated PY21 funds to increase the Equus Workforce Services PY21 contract for Modification #3.

**Transfer of Funds from PY21 Dislocated Worker to Adult
Staff Recommendation**

Our WIOA Adult/Dislocated Worker Program is continuing to see a large discrepancy in the number of Adults and Dislocated Workers seeking training services. The Workforce Innovation and Opportunity Act allows us to make transfers up to 100% of funds between the Adult and Dislocated Worker fund streams to accommodate the needs of the local area. The Greenville County LWDA completed a \$300,000 transfer from PY21 Dislocated Worker to PY21 Adult funds in October 2021. Staff is recommending we transfer an additional \$170,000 from PY21 Dislocated Worker to PY21 Adult funds.

This document describes the annual allocation process of PY21 WIOA funds. Note that 100% Youth funds become effective on April 1 although they may not be received until June/July. Adult and Dislocated Worker funds become effective on July 1 and are allocated in 2 allotments: Base (for the period of July -Sept) and Advance (for the period of October - June).

Attachment A

The Workforce Innovation and Opportunity Act (Public Law 113-128)*

PROGRAM YEAR 2021 FUNDING

*PY 2021 WIOA funding is made available through the Consolidated Appropriations Act, 2021 (Public Law 116-260) dated December 27, 2020.** Pursuant to the Act, ETA reserved \$7,466,000 of the funding appropriated for Training and Employment Services (TES) from the Youth, Adult and Dislocated Worker programs for evaluations and program integrity activities before allotments to states were calculated.*

BASE (PY 2021)	ADVANCE (FY 2022)
Appropriated and made available on April 1 and July 1 through the Act, dated December 27, 2020.	Funded in the Act, enacted December 27, 2020 but not made available until October 1, 2021. The FY 2022 appropriation can enact rescissions or temporary reductions on these funds.
PY 2021 Allotments = Base (PY 2021) + Advance (FY 2022)	

April 1, 2021 Release 100% of Program Year 2021 Youth funds	
PY 2021 Youth Allotments	

July 1, 2021 Release approximately 18% of Program Year 2021 Adult funds	
	October 1, 2021 Release approximately 82% of Program Year 2021 Adult funds or when the FY 2022 appropriation passes.
PY 2021 Adult Allotments	

July 1, 2021 Release approximately 19% of Program Year 2021 Dislocated Workers funds	
	October 1, 2021 Release approximately 81% of Program Year 2021 Dislocated Workers funds or when the FY 2022 appropriation passes.
PY 2021 Dislocated Worker Allotments	

FY 2022 Advance funds are available for obligations and expenditures on or after October 1, 2021.

Delays in issuing the FY 2022 Advance funds may occur if there is a no approved DOL (budget) appropriation.

* **Authorizing legislation** such as WIOA Public Law 113-128 establishes policies and funding limits for programs and agencies.
 ** **Appropriations legislation** gives Departments authority to obligate and expend federal funds related to the program authorizations. Appropriations can further restrict the purpose, time, and amount of the program authorizations and through the Anti-Deficiency Act, Departments are prohibited from overobligating or overspending an appropriation. Appropriations legislation would include the Consolidated Appropriations Act, 2021 (Public Law 116-260) enacted December 27, 2020.

DEMOGRAPHIC INFORMATION VOLUNTARY SURVEY

Greenville Local Workforce Development Area (LWDA) invites you to self-identify your personal demographic information to help the organization fulfill its commitment to achieving a diverse and inclusive workforce system.

The information you share will be used to monitor and assess our progress in achieving our diversity and inclusion goals. **Providing this information is completely voluntary**, but we hope you will assist us in our efforts to uphold these values.

The information you provide is **confidential** and will enable us to report accurate aggregate demographic data upon request by our oversight agencies. These agencies provide funding and/or policy guidance to the WIOA programs and services, which enables the Greenville LWDA to help our region's job seekers access employment, education, training and support services to succeed in our labor market, and to match regional employers with the skilled workers they need to compete in the global economy.

We very much appreciate your assistance in helping Greenville LWDA fulfill its deep and continued commitment to diversity and inclusion.

Sex (Check one): ☐ Male ☐ Female ☐ Prefer not to answer

Age (Check one): ☐ Under 40 ☐ Over 40 ☐ Prefer not to answer

Ethnicity (Check one):

☐ Hispanic or Latino—Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

☐ Not Hispanic or Latino.

Race (Check all that apply):

☐ American Indian or Alaska Native

☐ Asian

☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander

☐ White

* Names will not be linked to this information. Please do not write your name on this sheet.*

My WIOA Affiliation is:

☐ Board Member

☐ Board Staff

☐ Contract/Service Staff